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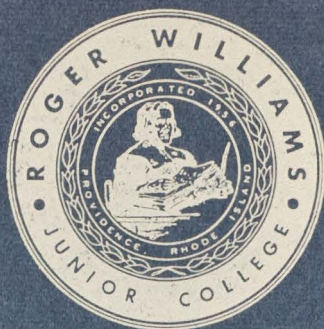


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BULLETIN OF
ROGER WILLIAMS
JUNIOR COLLEGE

The President's Report

VOLUME 7 NUMBER 3

MARCH, 1963

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ROGER WILLIAMS JUNIOR COLLEGE
REPORT OF THE PRESIDENT
TO MEMBERS OF THE CORPORATION

Annual Meeting, January 15, 1963

At the Annual Meeting on April 11, 1960, the Members of the Corporation of Roger Williams Junior College passed unanimously the following resolution: "That consistent with the recommendations of the Survey Committee, the operations of Roger Williams Junior College are to be continued regardless of any other developments in higher education in the State, and that the policy of expanding the services and facilities of the College in the future be approved."

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The current academic year is the thirteenth and last under my stewardship as administrative head of what is now Roger Williams Junior College. From 1950 to 1956, as the YMCA Institute, we pioneered in two-year college level general and background education for Engineering and Management.

When we became Roger Williams Junior College in 1956, we were able to improve our facilities and increase our faculty and staff. Our registration grew in leaps and bounds. We became academically stronger. This strength has been due to the dedication of all associated with the College.

Enrollment

To the extent that student demand measures our development, the following figures show our growth:

In the year before we became Roger Williams Junior College (1955-1956) we had 62 full-time day students and 207 part-time or evening students, for a total of 269. In the academic year 1961-62, for which this is the annual report, 309 full-time day students were registered, and 164 evening students enrolled for a total of 473. Registration for the current academic year increased again to 345 day students, but evening registration dropped to 147 for a total of 492.

The decline in evening registration should be noted as a significant factor to be considered at this time. Seven years ago we still had a large veteran enrollment of older students. They were primarily evening students for this reason. Today, with a preponderance of younger applicants coming directly from high school, the increase has been in full-time day enrollment. Competitive offerings in the evening are not new. With the decline in the number of veterans enrolling, a comparative decline in evening registration was expected.

It has been announced that a new State junior college will be opened in September, 1963, with places for 200 day students. For the 1961-62 academic year, there was a pool of 8,347 graduates from all Rhode Island public high schools, Catholic high schools, and independent high schools. Of the 8,590 in the 1962 graduating classes, 8,420 actually graduated. There are 8,587 students in the 1963 graduating classes and all of these will not graduate. In fact, no one knows how many of these graduates are qualified for college study, nor how many of those qualified will seek higher education. Furthermore, approximately one-third of those qualified will seek entrance to colleges outside of Rhode Island. Since there can be no great increase in the potential and since there are places in all Rhode Island colleges for additional qualified Rhode Island students, our estimate is a drop of at least 100 students in our enrollment of new applicants if the State junior college is opened.

Relieved of the pressure of quantity, therefore, we should seize the opportunity to strengthen our program in quality. We must improve service to the students that come to us and retain a greater number for their second year to the associate degree in spite of the recruiting of four-year colleges. This can be accomplished with an improvement in our facilities and service.

The Academic Program

There is no doubt, as reinforced by the survey report of 1960, that as a going institution with a faculty and staff experienced in the junior college movement that we know what we are doing, and can provide the quality of program which the Members of the Corporation endorsed at the April 11, 1960 Annual Meeting.

Engineering technicians are in short supply. They are the men and women who work on engineering or scientific problems with professional engineers and scientists. Our engineering technician graduates can handle most of the engineering work required in the design of structures, machines and complex equipment, needing only the supervision of an experienced professional engineer. Frequently engineers are called upon to do the more practical and less scientific engineering tasks because of the present shortage of qualified engineering technicians.

In fact, a growing number of engineering positions require a higher level of scientific competence than attainable through the four-year degree. Thus, the shortage in engineering talent is really at both ends of the spectrum. There is a great need for the graduate research engineer, and at the same time the number of positions that may be filled by engineering technicians with two years education beyond the high school is increasing at a faster rate.

In this area of our academic program we need to expand our laboratory facilities, not for the sake of specialized training in skills which will become obsolete, but for keeping up with new applications of engineering technology. We should have a greater appeal for future industrial technicians who plan and direct the work of skilled craftsmen in the production, construction, and maintenance of complex structures, machines and equipment which, as automation progresses, will displace the operator of limited skill. An increased equipment budget is mandatory for our engineering program even though total registration falls.

It is likely that the demand for our general program by those who have the transfer objective will not be as great as at present. However, our general program is not primarily university-parallel. It is preprofessional, exploratory, or terminal. With increasing understanding of the real nature of our offering, with an experienced junior college faculty, with our experienced counselors, and with increased quality of facilities, our general program is beginning to be understood by high school counselors as distinctive. We do not succeed in every problem case, but when the educational experience we offer is generally understood, it will be found that we do not have direct competition.

Regional Accreditation

Roger Williams Junior College is accredited by the State Department of Education of the State of Rhode Island. As an institution, however, it is not

a member of New England Association of Colleges and Secondary Schools. At the last Annual Meeting, Dr. Elmer Smith, Chairman of the Curriculum and Accreditation Committee, reported that after self-evaluation by the faculty, after the survey of 1960, and after study by his committee, on the 12 standards for regional accreditation, it could be reported that we met minimum standards, or exceeded them in respect to general control, faculty, program of studies, admissions, graduation requirements, guidance program, and student activities. Considering that we are not a campus college with students living on campus, our student welfare program would not need much beyond some additional student facilities which we have had in our plans. Other institutions have indicated their recognition of our product. Our graduates have successfully transferred to some twenty-one different institutions. But, of course, this transferability would be enhanced by regional accreditation.

Thus, on nine criteria of the twelve, we are adequately up to standard, or exceed the minimum standard. In the case of our library, our physical plant, and the financing of capital expenditures we are deficient.

Library

We have the report of the library study made by John Humphrey, Director of the Springfield Library and Springfield Museum, which confirms the faculty study.

The need is in considerable library expansion, but this cannot be done until there is additional space available for the staff needed, office and workroom space, stack space, and the construction of areas in which we can use the new materials we have acquired for self-study. We should increase audio and visual aid equipment and provide means for its increased use.

Physical Plant

During the past academic year we used what funds were available to furnish the graphic science room which was provided in the previous year but which we were unable to equip. With the help of student organizations and alumni we were able to make a beginning in furnishing a new student center in the Pine Street building.

Our laboratories are crowded. We needed only \$6,774 to meet our equipment budget. We received \$2,700 from an appeal through the 1962 Annual Report. But it is not only equipment that is needed. Biology and chemistry are now crowded in the same laboratory space. There is just no more room for equipment in addition to what is projected in our current budget.

The operating budget has produced operating reserves to meet contingencies in the past seven years of operation as Roger Williams Junior College, but it can not be expected to produce what is needed in capital expenditure for adequate physical plant. Office space for greater volume of registration than we have at present in our day division would be almost a practical impossibility because we do not have office space for additional administrative help. The stabilization of enrollment thus gives us the opportunity for bringing physical plant to the standards of membership in the New England Association.

Financing Capital Expenditures

During the 1961-62 academic year we completed construction and fur-

nishing at the Pine Street location to the extent possible with finances available. To finance this capital expenditure, after applying the corporate gifts, foundation grants, and individual gifts received, we borrowed approximately \$36,000 from current funds reserves. It was the intention of the Trustees to pay this back to current fund reserves over the period of the five-year lease we have on the Pine Street location. For the 1962 fiscal year, as will be noted from the financial statement below, \$7,213.08 was taken into current funds from these gifts and grants to pay back to current operating reserves that year's installment.

In last year's Annual Report we asked for \$7,213 as the 1962 repayment of reserves for fiscal 1963. What has been received has had to go to the equipment budget. The balance sheet below shows that we had as of August 31, 1962 only \$309.10 left as unallocated capital funds. Unless we can raise approximately \$7,000 by the end of the 1962-63 fiscal year for this purpose, we will be deficient in another of our objectives.

Particularly, as we face reduced revenue in the next few years from student fees, it is important that the Development Office receive all the help it can get from members of the Corporation.

The Faculty

We have a strong faculty that understand our aims and purposes. All colleges are struggling with the problem of adequate compensation. In a period in which we are planning for improvement of the quality of service through more adequate facilities, we must bear in mind that we can not afford to lose competent faculty to other colleges that may offer higher compensation.

Relocation

The Trustees have recognized our need for a true physical identity, a home of our own. At last year's Annual Meeting we reviewed steps taken since the Survey Committee recommended in the 1960 report that the College be promptly relocated in quarters of its own. For the 1961-62 academic year we were forced to move quickly with temporary construction. Most of the engineering program has now been located on Pine Street.

Viewing the additional space needs for library, laboratories, and offices as outlined above, the Trustees decided the most feasible move was to acquire, if possible, the area between Pine Street and the freeway upon which the Watkins Building is located. Since the Engineering Department is there at present, and since all the basic facilities we need for an enrollment of 500 can be enjoyed by ownership, it was decided to make a feasibility study.

This study was implemented after the close of the fiscal year for which this is a report. Mr. James Raleigh of G. L. and H. J. Gross has been retained professionally to see whether or not the Watkins Building, the Greek Church property now owned by the State and the tenement property west of the Watkins Building might be assembled and, in some way, be made available to the College. We have embarked upon a study as to how such property acquisition could be developed in terms of the physical facilities we need. This site, however, has disadvantages as well as advantages, and the search continues for a solution to the relocation problem more consistent with long range plans.

Financial Condition

The balance sheet and financial summary accompanying this report shows the financial condition at the close of the fiscal year on August 31, 1962. Assets have increased from \$148,200 to \$206,594. Inventories were considerably increased over the previous fiscal year end due to earlier advance registration and earlier preparation for a larger full-time enrollment.

Student loans receivable have doubled. The National Defense Student Loan program has proved exceedingly useful. We are grateful to donors who in the past year contributed to the matching funds of the College.

The operating summary for the fiscal year ending August 31, 1962 shows a deficit of \$5,542.19. This deficit was expected. In fact, the budgeted deficit was \$10,595 occasioned by the unusual expenses in connection with the Pine Street move. We actually produced a budget gain of \$5053.

We have suffered an operating loss in the Summer High School since the Providence High Schools opened their own public summer high schools, but as pointed out previously, there are certain fixed charges which would be the same whether a portion is allocated to the Summer High School or not, and as long as direct costs are covered by revenue this valuable service should be continued. Next year will be the 52nd year of continuous operation under the Y.M.C.A. and Roger Williams Junior College.

The comparison with the previous fiscal year shows revenue increased from \$205,797 to \$235,573 without any increase in student charges. Expenditures for educational and general expense increased from \$169,926 to \$219,883. The increase is primarily in instructional expense, where it should be, and a considerable increase in plant operation due to operating for the first time in two nearby locations.

We expect the current year to produce a fairly balanced picture of expenditures and income. Some non-recurring expenses of the previous year will probably strengthen our cash position. With this sound operating basis, we can probably drift through a year or two of adverse currents, but as this report has tried to show, adverse currents are setting in, and now, more than ever, we need the cooperation of all concerned for a double program of financial support recommended by the Survey Committee in their item #6.

They pointed out that there are always immediate sums needed, some of which were indicated in the report above and summarized in the 1963 Capital Funds Budget on the following page. This is doubly or trebly of value because of timing. The longer range major construction projects call for a special effort which can be successful only as the ground work is laid in an annual financial effort.



President

1962 HONOR ROLL OF DONORS TO ROGER WILLIAMS JUNIOR COLLEGE

E. A. Adams & Son, Inc.	The Grossman Foundation	Rau Findings Company
Alumni Fund Donors	Industrial National Bank	Retail Stores Delivery of Rhode Island, Inc.
Cadillac Textiles, Inc.	Mrs. Florence L. Ingraham	Rhode Island Hospital Trust Co.
Mr. Donald O. Cady	F. G. Keyes & Associates	Rolo Jewelry Company
Clark & Coombs Company	Kiely Fletcher & Associates	Speidel Corporation
Class of 1962	Leesona Corporation	Starkweather & Shepley
College Dramatic Society	Narragansett Electric Co.	Tek Bearing Company
Dart Union Company	Nicholson File Foundation	Worcester Textile Company
Gladding's, Inc.	Plantations Bank of Rhode Island	



1963 CAPITAL FUNDS BUDGET

*This Capital Funds Budget Covers Immediate Specific Needs
Exclusive of Major Development and Construction Plans*

ADDITIONAL LABORATORY EQUIPMENT	\$4,704.00
SCHOLARSHIP AND STUDENT LOAN FUND	\$1,000.00
1962 INSTALLMENT ON REPAYMENT OF LOAN FOR REMODELING AND EQUIPMENT AT PINE STREET ENGINEERING BUILDING	\$7,213.00
1963 INSTALLMENT	\$7,213.00
ENDOWMENT FUND	\$50,000.00

ROGER WILLIAMS JUNIOR COLLEGE

Balance Sheet, August 31, 1962

ASSETS

I. Current Funds	
Cash	\$25,060.98
Accounts Receivable	7,841.00
Inventories	20,327.08
Due from Other Funds	42,065.99
Prepaid Insurance	394.36
Total Current Funds	\$ 95,689.41
II. Loan Funds	
Loans Receivable	\$11,671.25
Available for Loans	1,177.44
Due from Other Funds	30.86
Total Loan Funds	\$ 12,879.55
III. Endowment Funds	
Cash — Savings Account	\$ 459.10
Total Endowment Funds	\$ 459.10
IV. Plant Funds	
Cash — Savings Account	\$ 829.91
Equipment	63,543.42
Improvement in Plant	30,638.39
Due from Other Funds	192.00
Total Plant Funds	\$ 95,203.72
V. Agency Funds	
Cash	\$ 2,362.61
Total Agency Funds	\$ 2,362.61
TOTAL ASSETS	\$206,594.39

LIABILITIES

I. Current Funds	
Due to Other Funds	\$ 192.00
Accounts Payable	11,870.88
Payroll Taxes Payable	1,619.65
Deferred Tuition Income	27,468.00
Fees and Deposits	452.87
Unallocated Balance	54,086.01
Total Current Funds	\$ 95,689.41
II. Loan Funds	
Due to Other Funds	\$ 30.86
Loan Fund Balance (Restricted)	832.50
National Defense Student Loan Fund	12,016.19
Total Loan Funds	\$ 12,879.55
III. Endowment Funds	
Funds Functioning as Endowment	\$ 309.10
Restricted Funds	150.00
Total Endowment Funds	\$ 459.10
IV. Plant Funds	
Due to Current Funds	\$42,065.99
Investment in Plant	52,115.82
Unexpended Plant Funds	1,021.91
Total Plant Funds	\$ 95,203.72
V. Agency Funds	
Student Activity Fund — Alumni Fund	\$ 2,362.61
Total Agency Funds	\$ 2,362.61
TOTAL LIABILITIES	\$206,594.39

ROGER WILLIAMS JUNIOR COLLEGE

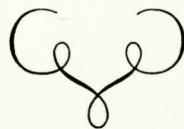
FINANCIAL SUMMARY

Operating Statement — Fiscal Year Ending August 31, 1962

INCOME	R.W.J.C.	Summer High School	Total Operation
Application Fees	\$ 2,630.00	\$	\$ 2,630.00
Tuition	179,552.37	9,589.15	189,141.52
Laboratory Fees	6,923.21		6,923.21
All Other Student Fees	1,780.75		1,780.75
Loan Agreement Service Fees	1,946.00		1,946.00
Private Gifts and Grants	7,213.08		7,213.08
Miscellaneous Income	1,704.92		1,704.92
Extension Activities	350.00		350.00
Auxiliary Enterprises	23,884.11		23,884.11
TOTAL INCOME	\$225,984.44	\$ 9,589.15	\$235,573.59
EXPENDITURES			
Governing Board	\$ 15.55	\$	\$ 15.55
General Administration	14,620.06	2,177.01	16,797.07
Business Manager's Office	7,636.15	1,241.03	8,877.18
Registrar's Office	10,739.47	1,926.41	12,665.88
Director of Student Welfare	5,192.03	850.28	6,042.31
General Institutional Expense	8,002.95	532.11	8,535.06
Instruction	104,600.61	4,152.00	108,752.61
Library	7,224.05	235.57	7,459.62
Plant Operation	36,165.02	2,623.32	38,788.34
Director of Public Relations	10,687.86	1,061.98	11,749.84
Extension Services	199.40		199.40
TOTAL EDUCATIONAL AND GENERAL	\$205,083.15	\$14,799.71	\$219,882.86
Auxiliary Enterprises	21,232.92		21,232.92
TOTAL EXPENDITURES	\$226,316.07	\$14,799.71	\$241,115.78
Excess of Income over Expenditures	\$ (331.63)	\$(5,210.56)	\$(5,542.19)

Comparison with Previous Year Ending August 31, 1961

TOTAL INCOME	\$196,647.88	\$ 9,121.75	\$205,796.63
EXPENDITURES:			
Educational and General	\$156,607.32	\$13,318.67	\$169,925.99
Auxiliary Enterprises	18,088.15		18,088.15
TOTAL EXPENDITURES	\$174,695.47	\$13,318.67	\$188,014.14
Excess of Income over Expenditures	\$ 21,979.41	\$(4,196.92)	\$ 17,782.49



*Contributions to
ROGER WILLIAMS JUNIOR COLLEGE
are deductible as charitable contributions
in the manner and to the extent as provided
by Section 170 of the Internal Revenue Code.*

Roger Williams Junior College
160 Broad Street • Providence 3, R. I.

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